# 3 Opening Procedures

## How to Get a Manager Check-Off

A check off is not currently required.

## Procedure Details

Unlock:

* North and South Gates.
* Toy Shed (and disarm).
* Rope Shed.
* Green Bin, if necessary.
* Ladders, if necessary.
* Coffin Lids, if necessary. Put locks on staple closes to Wall 2.
* Cargo Net/Dangle Duo, if necessary. Lower immediately after unlocking. If you are only using Cargo Net, consider raising the Dangle Duo back up to prevent participants from swinging on it. If so, relock.
* Whale Watch, if necessary.

Set Up:

* High Elements
  + Look up, down, all around. Look for anything out of the ordinary.
  + Make sure ground area is clear and nothing has fallen or is leaning on the cables or climbing structures. Check poles or trees for any damage
  + Check climbing rope, hardware, harnesses, and helmets. Look for imperfections in this equipment. When in doubt, ask a Team Lead if the equipment needs to be retired.
  + Check all knots on high elements.
  + Use binoculars (stored under microwave) if you cannot see all parts of the system.
  + If the Team Lead is in doubt…do not use!!!
  + See sections on Hardware and Rope Care for more information.
  + Put all rope bags back on their hooks in the Rope Shed.
  + If used, put A-Frame ladder back on ladder rack.
* Low Elements – Permanent Low Structures
  + Look up, down, all around. Look for anything out of the ordinary.
  + Make sure ground area is clear and nothing has fallen or is leaning on the structures.
  + Check additional equipment for imperfections. When in doubt, as a Team Lead.
  + See Games Binder for more information about each Low Element.
* Portables – Games and initiatives that don’t have a fixed location.
  + Once a location is chosen, look up, down, all around.
  + Make sure ground area is clear and nothing is dangling from above that shouldn’t be there (loose branches).
  + Check equipment for imperfections. When in doubt ask a Team Lead.
  + See Games Binder for more information about each game.
* Rescue Box

Put away orange Garbage Pick Up sign

Check for bathroom access in Yosemite Hall. If the building is all locked, check Solano and Kadema Hall.

Right before climbing, put out Harnesses, Helmets, Participant Belay Gloves and thread Team Belay, if necessary.

If time:

* Sweep underneath tent
* Wipe down picnic tables and benches in front of The Wall
* Clean up sheds, especially area around the microwave.